



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, MD 20896

COVID-19 Emergency Town Council Meeting
Public Teleconference

**COVID-19 Emergency Town Council Meeting: April 3, 2020
(Conducted via teleconference)**

MINUTES

Call to Order (5:07 PM) – Mayor Kacky called the meeting to order at 5:07 PM. On the teleconference were Councilmembers Gerilee Bennett, Stephen Paczkowski, Phil Schulp, Dan Simons, and Hans Wegner. Also on the teleconference were Town Manager Andrea Fox, Bugle Reporter Ed Lincoln, and approximately seven Town residents.

Approval of Agenda (5:07 PM) – The agenda was unanimously approved.

Approval of Minutes (5:08 PM) – The March 27, 2020 COVID-19 Emergency Meeting minutes were amended. Under New Business: (1) 2020 Local Election – at the end of the first sentence, insert the text, “and in discussion with the Town Attorney and Town Manager.” (2) Town Emergency Communications – amend the second sentence to read “There was discussion to split the document into separate components.” The minutes were unanimously approved as amended.

Action (5:15 PM)

- *Adoption of Resolution 2020-1, Charter Amendment to add Conduct of Election in a State of Emergency* – The resolution was discussed and unanimously approved.
- *Adoption of Ordinance 2020-2, Declaration of a State of Emergency and Ordinance to Activate an Emergency Plan for the Town Election* – Mayor and Council discussed the Ordinance and amended Section 1, paragraph (1) to read: As of April 14, 12:00 AM, if the only confirmed candidates nominated for office are one candidate for Mayor and two candidates for Council, the election shall be deemed uncontested and cancelled. The candidates shall be considered elected as of May 4, 2020 and shall take office at the next council meeting after the election. Balloting shall not take place in order to avoid the risk of spreading COVID-19. The Ordinance was adopted as amended, 4-0, and Councilmember Bennett abstained.
- The Emergency Plan for Town Election 2020 referenced in the Ordinance was amended to automatically mail ballots to all voters with an active registration, and to add a sentence to the end of Other Safety Measures, “or may hire a certified election service provider to carry out these functions.” The Town Manager will speak with election service providers and send an amended Emergency Plan to Mayor and Council.

New Business (7:02 PM)

- *SRTS Project Management Continuity and Documentation* – The topic was discussed and it was agreed that Mayor Kacky will contact Councilmember Paczkowski once a week to discuss potential pre-construction changes and report on status of the construction and major activities that occurred over the past week. Councilmember Paczkowski agreed to provide a log document from these meetings with the Council. The log will record progress and changes on the project. Mayor Kacky also agreed to contact Councilmember Paczkowski or another who is on-call that day whenever a problem arises in the field that can't be easily resolved. Mayor Kacky also agreed to share the approved redline changes with the Council once returned by the contractor.

Questions from Residents (7:58 PM)

- A resident from Montrose Avenue expressed a general point that healthy debate is fine, but we need to respect that decisions need to be made in the moment and remember our roles.
- A resident from Rokeby Avenue referenced the CSKs, or existing change orders drawn by the contract Town engineering firm Clark Azar. Mayor Kacky clarified that recent field adjustments have not resulted in change orders. If a field adjustment is needed, she would discuss with Councilmembers Paczkowski and Schulp.

Mayor Kacky adjourned the meeting at 8:06 PM.



Signed,

Andrea Fox

Andrea Fox, Clerk/Treasurer